

Tennessee Department of Mental Health (TDMH)
Division of Alcohol and Drug Abuse Services (DADAS)
Developing Coalitions
Questions Submitted and State Responses
April 8, 2011

Page 1 of 4

QUESTION/COMMENT	STATE RESPONSE
1. How do we know the State received the Letter of Intent [to Propose]?	The requirement to submit a <i>Letter of Intent to Propose</i> by a specific date/time was removed. See Amendment One to the Announcement.
2. What is the Appeal Process for this grant?	An appeal may be made in writing to TDMH's Assistant Commissioner of Alcohol and Drug Abuse Services.
3. What is the chain of command from DADAS up to and including the Governor?	DADAS Director of Prevention; DADAS Assistant Commissioner; TDMH Commissioner; Governor.
4. What purpose does it serve to give Coalitions only seven days from grant announcement until due date for "Intent to Propose"?	The requirement to submit a <i>Letter of Intent to Propose</i> by a specific date/time was removed. See Amendment One to the Announcement.
5. Who is on the eligibility review committee for this grant? What is their contact information?	See Section 1.3.1. of the Announcement for Eligibility Requirements and how to submit eligibility questions. Decisions are made by TDMH's Coalition Director, TDMH's Director of Prevention, TDMH's Assistant Commissioner of Alcohol and Drug Abuse Services; and a member of TDMH's Office of Legal Counsel. Each of these people may be contacted by phone at TDMH's main number: 615-532-6500.
6. What is the appeals process if you have been told you are ineligible to compete?	See Response 2.

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Page 2 of 4

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<p>7. We were told, in writing, on several occasions that Developing Coalitions would have two years of funding- the first to develop our work products and the second to carry out the implementation and evaluation plans and were assured, as recently as a few weeks ago, in writing that if we had our plans in and implementation (at least some) begun that we would receive the 2nd year of funding. Then we were told that we had to compete for the funding.</p> <p>Why has everything changed and how can those decisions be justified? Why were [we] not informed of this decision before, or even officially, in writing through the RFP, when the RFP was released?</p>	<p>This question is outside the scope of this Announcement.</p>

**Tennessee Department of Mental Health (TDMH)
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Page 3 of 4

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8. How does DADAS determine who the coalition coaches that provide services to the Developing Coalitions are? Are those positions advertised and available to anyone who feels they are competent to hold the position since this is Federal flow-through money or are they selected in another way?	See Response 7.
9. Can I be added to the e-mail list although I personally did not sign the letter of intent? The letter was sent by another person within my agency.	Yes. See Amendment One of the Announcement.
10. Policy and Procedure manual?	See Section A.5.a.(7) of the Scope of Services for guidance on a Policy and Procedure manual.
11. Who signs the “signature of Authorized Representative”?	An ‘authorized representative’ is someone who can legally bind the entity in a contractual relationship.

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Page 4 of 4

12. Does the fiscal agent have to be in the same service area as the coalition? (This refers to agencies such as human resource agencies that are regional but have satellite offices in each county).	The Fiscal Agent's financial and administrative office must be located in the service area of the Coalition.
13. Does the fiscal agent have to have a brick & mortar office in the coalition service area or can the fiscal agent provide services in the coalition service agency? (Such as S.T.A.R.S.)	See Response 12.
14. Does Amendment One change any due dates on the Timeline (Section 1.2.)	No.